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Social Science Division meeting minutes 08/17/ 2017

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*** APPROVED 9-11-17

Division of Social Science
University of Minnesota
Morris, MN

August 17, 2017 Meeting Minutes
9:30 a.m. Meet and Greet, 10:00 Meeting
109 Imholte

Faculty in Attendance: Joseph Beaver, Sheri Breen, Dave Brown, Emily Bruce, Stephen Burks, Rebecca Dean, Jennifer Deane, Satis Devkota, Deb Economou, Farah Gilanshah, Marissa Holst, Elliot James, Tom Johnson, Jacob Jurss, Arne Kildegaard (Chair), Tim Lindberg, Clement Loo, Leslie Meek, Kerry Michael, Cristina Ortiz, Bibhu Panda, Heather Peters, Roger Rose, Cheryl Stewart, Dennis Stewart, Kevin Whalen, Ralph, Woehle, and Lauri Wyum

Faculty Excused: Oscar Baldelomar, Ed Brands (Sabbatical), Bart Finzel (Admin Leave and Sabbatical), Solomon Gashaw (Fall Sabbatical), and Ben Narveaz (SSL)

Faculty Not in Attendance: Cyrus Bina, Steve Gross, Roland Guyotte, Seung-Ho Joo, Margott Paucar Genova, and Jennifer Rotchild

Called to order at 10:00 am by Division Chair Arne Kildegaard

OLD BUSINESS: Minutes from the division meeting of Jan. 26, 2017 were unanimously approved. Sheri Breen suggested that division meeting minutes should be recorded in note style, as has been usual, rather than transcript style, as was used for the most recent meeting. Agreed by consensus.

WELCOME AND INTRODUCTIONS

Chair Kildegaard extended the division's welcome to several new people: Jacob Jurss, NASNTI post-doctoral fellow in NAIS; Marissa Holst, teaching specialist in psychology; and Ralph Woehle, assistant professor of sociology. He also announced two faculty with changing roles as they move into tenure-track positions: Joe Beaver in anthropology, and Emily Bruce in history. He noted two additional incoming faculty who were not present at the division meeting: Margott Genova of Latin American Area Studies and Mark Neuzil, who will serve as a visiting distinguished professor during spring semester under the auspices of the Environmental Studies Program. For the benefit of new faculty members, all present introduced themselves around the room and the chair welcomed Roger Rose, Political Science, back from sabbatical. To complete the introductions and updates, he noted that several faculty members will be absent during coming months: Cristina Ortiz will be on leave with the Institute for Advanced Studies; Ben Narvaez and Kerry Michaels are on single-semester leaves; Ed Brands is on a full-year sabbatical; Solomon Gashaw is on a fall-semester sabbatical; and Roland Guyotte will be on a leave of absence during spring semester.

DIVISION ANNOUNCEMENTS AND UPDATES

Chair Kildegaard and others provided the following information:

- He thanked the discipline coordinators and noted that Leslie Meek will be handling Human Services
- Ben Narvaez has been awarded a Grant in Aid
- Clement Loo and Sheri Breen have been awarded Imagine Grants
- Social Science has no cases of promotion to full professor this year; the division has one application for tenure from Bibhu Panda and will consider one case for retention, Kerry Michaels. Eight junior faculty will be considered for annual review. Terri Hawkinson has sent out the list of deadlines and meetings for P&T consideration, which begin in mid-October. Annual review dossiers are due Sept. 12 and Sharon Severance has flash drives available with material.
- 2017-18 is a non-catalog year but we have “a steady drip of new classes.” The deadline is Sept. 11 and Kildegaard asked faculty to coordinate with division staff.
- In terms of this year’s tenure-track searches, Kildegaard and other division chairs will meet with Interim Dean Janet Ericksen on Friday. The division has proposed three searches.
- Work-study allocations are the same as last year: \$423/faculty member (\$9.50/hour for 2.7 hours per week) from institutional funds
- NASNTI funds: Kildegaard reminded faculty of the memo from last spring about funds available to hire Native American students in “meaningful work.” Interested faculty should contact Hilda Ladner.
- The division has a fund for faculty development resources on a first-come, first-served basis.
- Upcoming lectures and visitors:
 - Jooinn Lee Lecture by Joel Wit, Nov. 1, Political Science
 - O. Truman Driggs Lecture, R. Marie Griffith, Sept. 21, History
 - Visiting distinguished alumna Maria Brun, Sept. 27-29, Environmental Studies
 - Ann Ray, date to be determined, Psychology
 - Speaker on state labor market, date to be determined, Economics/Management
- Brenda Boever provided a summary of the adviser/advisee lunch and meetings next Monday with an apology for the conflict with the solar eclipse
- Jennifer Deane is no longer serving as vice chair of the division and Kildegaard stated that the division will probably remain without vice chair this year.

VISITORS

- Alisande Allaben, Grants and Development Office
 - Goal is to support faculty in search for funding, provide funding searches, advertise funding opportunities, help with proposal development, aid submission for external grants and administration of those grants
 - Upcoming internal funding opportunities: external opportunities harder to find for humanities and social science, but keep in mind NIH and FREF categories (rigid deadline of 2 weeks prior)
 - Grant in aid: Deadline is Sept. 18 to the division chair. She urged faculty to avoid being “too humble in your requests”; remember that GIA does not cover salary but does cover RAs and community partners.

- Institute for Advanced Studies: Jennifer Gunn will be on campus in September; this year three faculty received collaborative projects through IAS.
- Celebration of Scholarly Accomplishments is Nov. 7; submit accomplishments of the past year that you want to highlight.
- Tomorrow's events: 10-11 am, an introduction to grants development at UMM (searches, budget development), Moccasin Flower Room
- Rebecca Dean, Assessment/Accreditations
 - Reminder to review the Moodle site for Assessment of Student Learning; all can be registered as part of a group related to your discipline
 - Importance of assessment: Chancellor called out assessment as first priority for this year at Convocation yesterday and HLC has been pushing us for about 20 years; the summary is that we are excellent at planning and horrible at following through, so that is our goal this year. We are going to get a complete set of data from all programs on campus, with assessment of all your student learning outcomes.
 - Assessment plan and tools are due Aug. 23; this is a plan for how you will assess all of your PSLO in time for a report in January. The more detail in these plans, the easier they will be to implement.
 - The annual progress report is due Jan. 16, 2018, for program assessment of student learning; this report comes directly out of the assessment plan and this is a hard and fast deadline.
 - The ASLC interim report on assessment is due to the HLC on March 1, 2018, and the reaccreditation visit is fall 2019
 - Resources: Moodle also has useful resources and contacts and come to the assessment workshop today 1-4 pm in Imholte 112. On Moodle, look for the tab for "my program" for uploading the assessment plan, including template. Don't hesitate to mine assignments and assessments from last year to allow us to create reports by January.
- Jennifer Deane, fellowships coordinator
 - When advising students who are interested in study-abroad and who are worried about the financial aspect, tell them to talk to her about the Gillman Scholarship, which is a federal grant available to students on Pell Grants.
 - Fellowships to study non-English languages: Studying languages that UMM doesn't offer, the US government provides funding for a long list of languages that UMM does not offer. Tell students to talk to her for information on significant available funding for short- and long-term language study.

ELECTIONS

- Social Committee: Joe Beaver and Emily Bruce agreed to serve as the division's Social Committee. Approved.
- Grievance officer: Solomon Gashaw, who is on sabbatical, has served in this role for many years. This office is not required by any official documents and Kildegaard proposed that the division eliminate the role. Tim Lindberg suggested that we leave the position vacant but still existing so we could appoint someone if needed in the future. The same approach can apply to the Policy Committee. Approved.

OTHER BUSINESS

- Heather Peters and Rebecca Dean reported on ongoing discussions of promoting mentoring of junior faculty and faculty of color. After conferring with the division chair, Peters and Dean invite associate and full professors to join them to discuss policies and procedures for mentoring junior faculty and faculty of color, to support them in their movement toward tenure and associate professor. The ad hoc group will review the division's 7/12 statement and consider best practices for mentoring. They want to hear from mentees but believe senior faculty should be the ones to make these proposals.

Meeting adjourned at 11:09 am.